

Prudence Island Water District

Minutes of meeting held March 13, 2010

Meeting was called to order at 1 p.m. Present were David Buffum, moderator, Phillip Brooks and Robert Hanson. Patricia Richard, treasurer and William Capron, system manager were also present. Absent were Leo Perrotta and Richard Brooks.

Minutes of meeting January 30, 2010 were not available as recorder has not been returned.

Purchasing/Treasury - 3rd notice has been issued for delinquent accounts, open invoices in the amount of \$6313.66. Mr. Buffum asked if stiffer finance charges would reduce number of delinquent accounts. Ms. Richard said that if people didn't have the ability to pay, heaping fines on them will not help, and that there will always be a certain percentage of people who are slow to pay.

BOA balance is \$41,860.11; Citizens balance \$55,539.39; undeposited funds \$1416.80; total operating funds \$98,816.30; less opening balance equity of \$32,700 for a net operating fund of \$66,216.30.

Debt service for RICWFA loan has been paid. Next big expense is quarterly payroll taxes. Postage will be needed for annual report. Steve Butler to help with mailing.

Bureau of Labor Statistics wants the district to report its payroll every month.

Insurance and workman's comp application from RI Interlocal came.

Ms. Richard spoke to Citizen's Bank about line of credit and about interest rates on CDs. CD rates are hideous. E-mail from Citizens asking for information about the district.

Escrow settlement is moving forward.

Web site services were renewed; Ms. Richard to be reimbursed.

Estimate sent out for Homestead Ave Extension job by certified mail, received confirmation of receipt.

Cross contamination control - Phil Brooks made a motion to approve the cross contamination control plan for PIWD, seconded by Mr. Buffum, approved unanimously.

Bylaws regarding termination of service - bylaws amended to include seasonal shutoff fee for customers that want the district to shut down or turn on their water. Also considered was an amendment to order water line replacement if a private service line had 3 breaks within a 3-year period. Motion to approve by Phil Brooks, seconded by Mr. Buffum, approved unanimously.

Systems managers report - Land clearing at Second St. and easement at Ross Lane are completed. Some depressions in the Ross Ave/Mill Creek area need to be filled in. Poison ivy growing in the phragmites west of Mill Creek.

Letter from RI Interlocal saying that grant application has been denied.

Letter from well fracturing firm. Appointment had to be scheduled due to inclement weather. #1 well had been running clear, now excessive turbidity, needs extended flushing. Not sure if fracturing the well is a good idea, suggested installing a pump that pumps less volume, always restricting flow on 25 gpm pump. Discussion of pumping capacity of Army Camp well.

Monthly coliform test for District wells and quarterly coliform test taken for Prudence Park.

Completed estimate for PIVFD for Greer tank. Before completed, fire chief asked for estimate to connect 6" feed line to Greer tank. Mr. Capron stated that this could create a zero pressure zone at Broadway pumphouse and would not recommend doing this.

Reported strange pressure drop at Indian Springs pumphouse, investigation revealed that fire dept was filling truck. District should

be notified when these operations take place to avoid burning out pumps. Could PIVFD use Goulet well to fill truck? No information on pumping capacity of that well.

Project priority list applications should remain intact. Application for Broadway tank replacement, Gary Chobanian suggested consulting town about zoning and setback. Town has no tax record of Broadway tank and pumphouse, does have old application to put in pumphouse in 1992. Someone from town coming to look at the property. Need plan to present to town; zoned R-60 which means 50' setback.

Emergency generators tested under load and work fine.

Annual sodium/nitrate and bacterial taken by Shannon Cubellis under Mr. Capron's supervision.

Received letter Mt. Hope Engineering about septic installation on Gov. Paine; owner has agreed to district's condition to move forward. Letter of approval sent to Todd Chaplin, PE.

Received sand delivery from Silvia Construction.

Landscaping, seeding and make ready for cold patch on Narragansett Ave at location of repaired leak.

Town of Portsmouth Public Works wanted district to apply for road

cut permits and adhere to ordinances passed in 1996 regarding standard of road work. Section 14 of the district charter states that the district does not need the consent of any municipality to do road work on its distribution system. Mr. Capron met with director of DPW and explained the district's rights. DPW will refer the matter to the town solicitor. DPW continues to request that Mr. Capron fill out a road cut permit, said will waive fee, can return excavated material to the road. Ms. Richard cautioned Mr. Capron not to fill out a road cut permit, and that verbal assurance of no fees was insufficient. Ms. Richard referred the board to Sections 29 and 30, which state that the Charter supercedes other laws and ordinances and Section 31 in which the state agrees not to revise the charter denying any district rights as long as a bond exists on the district. Presented board with a "Notification of Work to Be Performed" form to be filled out if DPW wants a record of district work to be performed. Courtesy and public safety should be a standard of practice when performing work on public roads.

Cleaning of Big Blue - Conflicting guidelines for approved tank cleaning methodologies. Mr. Capron tends to agree that tank should be isolated from the system for cleaning. Discussion of utilizing the Greer tank for storage during tank cleaning operations.

Phantom leak in Warnerville, some question as to location of buried telephone lines, contacted Verizon about marking location, no response yet.

Mr. Capron has recently purchased a backhoe.

Technical - Mr. Brooks presented the board with updated well monitoring data. We are currently at Conservation Stage One, no restrictions. Will ask Robin Weber to send info digitally.

Backhoe lease: Ken Garlick addressed the board on the issue of backhoe leasing. He said that he was bothered by meeting minutes of the January 9, 2010; feels that the document is an attack on his character. Discussion of minimum charges. Three-hour minimum per job as opposed to 3-hour minimum per month. Mr. Garlick presented the board with the document submitted to the district when the agreement was made. Document does not specify per month or per job. No meeting of the minds as to the actual terms of the agreement. Mr Hanson said that backhoe services should go out to bid, and that he was aware of another party interested in providing backhoe services. Mr. Buffum said that a request for proposals would be made. Discussion of the difference between putting a service out to bid or putting out a request for proposals. The board will determine the winning proposal. Mr. Garlick stated that it was his understanding that the low "bid" was not necessarily successful. Mr. Buffum said that the proposals might vary in the type of services available so lowest might not be the best. Mr. Garlick requested that the minutes of 1/9/10 be revised as he felt the language of the text represented him unfairly. Ms. Richard said that she would revise the minutes. Ms.

Richard told Mr. Garlick that she was unhappy with the manner in which he cut off access to the backhoe. Mr. Brooks will provide an example of a request for proposals from BCWA as a guideline for the district's RFP. Ms. Richard said that if a backhoe was needed before the issue is resolved, the district will avail itself of whatever unit is available to it.

Correspondence: ASRWWA will again be doing the Consumer Confidence Report for RI water systems.

Other: Annual report to the electors. Mr. Hanson questioned the amount spent on vehicle and ferry charges. Ms. Richard said that vehicle charges run between \$200-\$300 per month generally. Mr Capron explained that ferry charges were for bringing water samples to RIDOH, picking up parts and filling the truck's gas tank. Motion to approve for printing/mailing by Phil Brooks, seconded by Mr. Buffum, approved unanimously.

Motion to adjourn by Mr. Brooks, seconded by Mr. Hanson, approved unanimously. Meeting adjourned at 2:30 p.m.

Patricia Richard, Treasurer